

PRO SE OFFICE
UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK
100 FEDERAL PLAZA
CENTRAL ISLIP, NY 11722 ★
(631) 712-6060

FILED
IN CLERK'S OFFICE
U.S. DISTRICT COURT E.D.N.Y.
MAR 26 2013 ★

LONG ISLAND OFFICE

Date: March 26, 2013

Re: 12-CV-2394 (SJF)(ETB)

Dear *pro se* litigant:

The enclosed motions are being returned without consideration or docketing for the following reason(s):

- () The docket number and judge's initials are missing.
- () Your signature is required on all papers filed with the Court. Please sign wherever an "X" appears.
- () These papers appear to be intended for another court or agency.
- (X) **Papers cannot be filed without indicating that they have been served on all parties in your action or their attorneys. This office will not forward copies of your papers to other parties or their counsel. An Affirmation of Service form is enclosed.**
- () Your papers do not meet the minimum requirements for:
 - () Legibility: please type or print clearly.
 - () Language: only English is acceptable.
 - () Form or Content: See forms/instructions enclosed.
 - () Please indicate the documents you served on your affirmation of service.
 - () Other:
- () This Court will only accept papers on 8 1/2 by 11 paper. Note that this does not include exhibits.
- () Pursuant to Local Civil Rules 5.1, discovery materials are not filed with the Court except by Order of the Court.
- () Your Notice of Appeal has been processed, and your case is closed. Your papers should be directed to:

United States Court of Appeals for the Second Circuit
Thurgood Marshall U. S. Courthouse
40 Foley Square
New York, NY 10007
- () Our records indicate that you are represented by an attorney. As such, you may not communicate directly with the Court. Please refer this matter to your attorney.
- () The Court cannot act on your submission(s). The Court can only act on a complaint or a petition. A review of the Court's records indicates that you do not have an action pending. If it is your intent to start an action, please see the enclosed forms and instructions.
- () Other:

PRO SE OFFICE
By: /s/ C. Vukovich

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK

-----X

Plaintiff(s),

AFFIRMATION OF SERVICE

-against-

_____-CV-_____()()

Defendant(s).

-----X

I _____, declare under penalty of perjury that I have
served a copy of the attached _____
upon _____
by mailing it to _____

whose address is: _____

Dated: _____, 20____

Central Islip, New York

Signature

Address

City, State & Zip Code